



Comprehensive Plan Advisory Committee (CPAC) Charter

Background and Purpose

The City of Milwaukie is undertaking the first complete update to its Comprehensive Plan since 1989. Comprehensive Plans are a city's main document for guiding growth and development, and under state law must be consistent with Oregon's [Statewide Planning Goals](#).

With the adoption of the [Community Vision](#) in September 2017, the City created a vision for Milwaukie in the year 2040 that was based upon input from hundreds of Milwaukie community members. The Comprehensive Plan Update will build upon this work by developing a document that is consistent with state requirements; addresses community priorities mentioned in the Community Vision; is easy to read and navigate; and incorporates the City's quadruple bottom line to sustainability (People, Place, Planet and Prosperity).

In October 2017, the City Council adopted [Resolution 89-2017](#), which appointed 15 at-large members and liaisons from the City Council and Planning Commission to a Comprehensive Plan Advisory Committee (CPAC). The CPAC will support the City by helping to involve a variety of different stakeholders in the decision-making process, offering feedback on draft goals and policies, and ensuring that the diverse interests of the Milwaukie community are reflected in the Comprehensive Plan Update.

The CPAC are the primarily liaisons to the Milwaukie community, and are expected to provide feedback on public involvement efforts and advance policy recommendations to the Planning Commission and City Council that are representative of numerous stakeholders.

The CPAC will interact with City of Milwaukie staff, particularly the Planning Division and its consultant team. The CPAC will meet monthly throughout the Comprehensive Plan Update process, with adoption of the final plan targeted for Fall 2019. A total of 18 CPAC meetings are expected. Subcommittees may also be established to work on specific tasks, and will hold meetings as necessary. CPAC members are also encouraged to help facilitate meetings with their neighborhood district associations and other community organizations.

The CPAC is encouraged to promote opportunities for public involvement, disperse information to the Milwaukie community, and solicit feedback concerning the Comprehensive Plan Update.

Committee Responsibilities

1. Utilize members' connections to their respective community networks to communicate information about the project, solicit feedback, and encourage participation in project events.
2. Provide guidance to City staff on outreach strategies, marketing materials, and public involvement exercises, and recommend changes as needed.
3. Develop and advocate for policy language that is representative of community priorities.
4. Advise staff on the format and readability of the document, including how goals and policies fit into the City's quadruple bottom line and "Super Action" format.